



# Charlotte County Government

"To exceed expectations in the delivery of public services."

[www.CharlotteCountyFL.gov](http://www.CharlotteCountyFL.gov)

## Permit Expiration, Time Extensions and Expired Permit Renewals

### When does a permit expire?

A permit expires in two (2) ways as follows:

- When an approved required inspection was not made within 180 calendar days from permit issuance; or,
- When an approved required inspection was not made within 180 calendar days from the last approved required inspection.

**Note #1:** at time of permit issuance, the initial expiration date is printed on the job card.

**Note #2:** required inspections are printed on the job card.

**Note #3:** an automated email reminder will be sent to the permit holder when a permit will expire in 30 days.

### Permit Extension Requests (must be made prior to permit expiration):

- Permit extension requests must be made in writing and made prior to permit expiration.
- Extensions are limited to a maximum of two (2).
- Extensions are limited to a maximum of 90 days.
- Fees for permit extension requests are listed as follow:

Extension	Extension Fee
1 <sup>st</sup> extension request	\$63
2 <sup>nd</sup> extension request	\$100

### Expired Permit Renewal Requests:

- Requests for the first permit renewal do not have to be in writing.
- For the 2nd or more expired permit renewal requests, a letter of hardship addressed to the Building Official must be submitted for review. A letter is not needed for the first renewal.
- Fees for permit renewal requests are listed as follows:

Renewal Type	Initial Permit Cost (Building)	Renewal Fee
Flat Fee Trade permits	\$90	\$90 per renewal
All other permits – 1 <sup>st</sup> renewal request	Various	\$200 or 25% of the initial building fee whichever is greater
All other permits – 2 <sup>nd</sup> renewal request	Various	\$200 or 50% of the initial building fee whichever is greater
All other permits – 3 <sup>rd</sup> renewal request	Various	\$200 or 75% of the initial building fee whichever is greater
All other permits – 4 <sup>th</sup> renewal request	Various	\$200 or 100% of the initial building fee whichever is greater

DJ:PermitExpiration

## **COMMUNITY DEVELOPMENT DEPARTMENT**

Building Construction Division

Permits | Inspections | Plans Review | Building Code Enforcement

18400 Murdock Circle | Port Charlotte FL 33948-1074

Phone: 941.743.1201 | Fax: 941.764.4907 | Email: [BuildingSvc@CharlotteCountyFL.gov](mailto:BuildingSvc@CharlotteCountyFL.gov)